

FEDERAL RECORDS MANAGEMENT OFFICERS CONFERENCE
April 29 - May 1, 1968

The Tidewater Inn, Easton, Maryland

MONDAY, APRIL 29

9:00 a.m.	WELCOME AND OPENING REMARKS
9:15 a.m.	SESSION 1 - MANAGING RECORDS WITH THE COMPUTER
9:45 a.m.	SESSION 2 - NUMBERS SYSTEMS
11:15 a.m.	SESSION 3 - BASIC COMPUTER CONCEPTS
1:15 p.m.	SESSION 3 - (Continued)
3:00 p.m.	SESSION 4 - RECORDS AS INPUT/OUTPUT
7:45 p.m.	SESSION 5 - INTRODUCTION TO THE NARS INFORMATION RETRIEVAL WORKSHOP

TUESDAY, APRIL 30

9:00 a.m.	SESSION 6 - DOCUMENTING COMPUTER PROGRAMMING SYSTEMS
10:30 a.m.	SESSION 7 - DOCUMENTING COMPUTER OPERATING SYSTEMS
1:15 p.m.	SESSION 8 COMMUNICATIONS - INFORMATION PROCESSING
3:00 p.m.	SESSION 9 - MANAGEMENT SCIENCES
7:45 p.m.	SESSION 10 - THE NEW U.S. GOVERNMENT CORRESPONDENCE MANUAL

WEDNESDAY, MAY 1

9:00 a.m.	SESSION 11 - PLANNING FOR 1969 WASHINGTON METROPOLITAN AREA CLEANOUT CAMPAIGN
1:15 p.m.	SESSION 11 - (continued)
3:30 p.m.	CLOSING

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